



January 20, 2022

Board Secretary
Board of Directors
Fairfield School District
4840 Fairfield Road
Fairfield, PA 17320

Dear Board Secretary:

This letter is a follow-up to your Corrective Action Plan responses and implementation timelines following the on-site Approved Program Evaluation (APE) of your career and technical education programs in 2017-2018. The regulations used as guidelines for the APE included the School Code of 1949, Title 22; Chapter 339, Vocational Education Standards; and Chapter 4, Academic Standards and Assessment.

Your responses to the identified corrective action(s) annotated on the electronic copy were reviewed by the Bureau of Career and Technical Education (BCTE) staff and are acceptable. As stated in the Chapter 339, Vocational Education Standards, Section 339.61, **if the evaluation identified areas of noncompliance, the board of school directors or area vocational-technical board of school directors shall file a plan for correcting the noncompliance identified in the report with the department.** Maintain a copy of your board's approval of your plan for correction of noncompliance items on site for any follow-up review.

We appreciate your efforts to improve the quality of your career and technical education programs.

Sincerely,

A handwritten signature in black ink that reads "Lee Burket". The signature is written in a cursive, flowing style.

Lee Burket, Ed.D.
Director

cc: Mr. Brian McDowell, Principal

Enclosure: Approved Program Evaluation Correction Plan

BUREAU OF CAREER AND TECHNICAL EDUCATION

APPROVED PROGRAM EVALUATION CORRECTION PLAN AND STATUS UPDATE

2020-21

School District/CTC Name:	Fairfield Area High School	Chief School Administrator:	(Superintendent vacant)
School Contact:	Mr. Brian McDowell, Principal	School Contact Email:	mcdowellb@fairfield.k12.pa.us
Date of Review:	October 27-29, 2021 (Virtual)	School Telephone Number:	717.642.2004
BCTE Team Leader:	Raina Haubert	BCTE Leader Email:	rhaubert@pa.gov
Professional Development Center (PDC) Contact and Location:	Dr. Cynthia Pellock, Pennsylvania State University	PDC Contact Email:	cxp162@psu.edu
PDC Telephone Number:	814.863.0802		

Corrective Action Plan must be returned within 30 days of receipt.

CIP Code No(s) and Name(s) of Approved Programs Reviewed:

CIP CODE	CIP TITLE
Programs Reviewed	
01.0000	Agriculture, General

Fairfield Area High School

CORRECTION CITED ON APPROVED PROGRAM EVALUATION FINAL REPORT	PLAN TO ADDRESS	BY WHOM	BY WHEN	ACCEPTABLE BY PDE		PDE RESPONSE	STATUS UPDATE (PDE USE ONLY)
				YES	NO		
6.5 CIP 01.0000 Agriculture, General – Provide documentation that IEP and service agreement team meetings, when scheduled by the school district, give timely notice to the career and technical and technical education representative assigned and are attended by the career and technical education representative.	CTE/Agriculture teacher will be invited to and attend IEP/504 meetings that will be scheduled by the Special Education Department; the teacher will be provided timely notice of said meetings.	Mr. Dan Watkins (Special Education Director)	November 2021	X		Action as described meets PDE standards.	
10.3 CIP 01.0000 Agriculture, General – Provide data on skill attainment targets as set forth in the school entity's local plan, if applicable, or state plan which may include industry assessment, industry credentials, certification or state assessment.	Fairfield High School will develop a spreadsheet to evaluate our individual school data for students in our CTE program in comparison to Perkins V indicators. Data will be analyzed and evaluated in comparison to statewide targets to determine changes in curriculum as appropriate.	Mr. Brian McDowell (High School Principal)	December 2021	X		Action as described meets PDE standards.	

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10.4 CIP 01.0000 Agriculture, General – Provide data on student performance targets on achieving academic standards as set forth in the school entity's local plan, if applicable, or state plan which includes the Keystone or other Department-approved assessment which measures student performance on academic standards.	Fairfield High School will develop a spreadsheet to evaluate our individual school data for students in our CTE program in comparison to Perkins V indicators. Data will be analyzed and evaluated in comparison to statewide targets to determine changes in curriculum as appropriate.	Mr. Brian McDowell (High School Principal)	December 2021	X	Action as described meets PDE standards.	
10.5 CIP 01.0000 Agriculture, General – Provide data on secondary school completion and student graduation targets as set forth in the school entity's local plan or state plan (if applicable) which includes student attainment of a secondary school diploma or its recognized equivalent or a proficiency credential in conjunction with a secondary school diploma.	Fairfield High School will develop a spreadsheet to evaluate our individual school data for students in our CTE program in comparison to Perkins V indicators. Data will be analyzed and evaluated in comparison to statewide targets to determine changes in curriculum as appropriate.	Mr. Brian McDowell (High School Principal)	December 2021	X	Action as described meets PDE standards.	
10.6 CIP 01.0000 Agriculture, General – Provide data on student placement targets as set forth in the school entity's local plan or state plan (if applicable). Placement in and retention in education or advanced training (including registered apprenticeships), placement in military service, or placement and retention in employment.	Fairfield High School will develop a spreadsheet to evaluate our individual school data for students in our CTE program in comparison to Perkins V indicators. Data will be analyzed and evaluated in comparison to statewide targets to determine changes in curriculum as appropriate.	Mr. Brian McDowell (High School Principal)	December 2021	X	Action as described meets PDE standards.	

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10.7 CIP 01.0000 Agriculture, General – Provide data on nontraditional participation and completion targets as set forth in the school entity's local plan or state plan (if applicable) which includes nontraditional students.	Fairfield High School will develop a spreadsheet to evaluate our individual school data for students in our CTE program in comparison to Perkins V indicators. Data will be analyzed and evaluated in comparison to statewide targets to determine changes in curriculum as appropriate.	Mr. Brian McDowell (High School Principal)	December 2021	X	Action as described meets PDE standards.	
14.1 CIP 01.0000 Agriculture, General – Provide your school's admissions policy and procedures which state whether enrollment is unlimited or limited. If enrollment is limited, provide nondiscriminatory eligibility requirements contained in the admissions policy.	Fairfield Area High School will update the admissions policy and procedures in regards to unlimited/limited enrollment for students enrolling in all PDE approved CTE programs. The policy will be board approved before the 2022-2023 school year and be placed in all media that displays CTE course selection.	Mr. Brian McDowell (High School Principal)	January/ February 2022	X	Action as described meets PDE standards.	
16.2 CIP 01.0000 Agriculture, General – Describe the equipment guards and personal safety devices that are in place and used.	An eyewash station will be installed in the Agriculture classroom/work area.	Mrs. Jenifer Fleener (Agriculture Teacher) and Mr. Bill Mooney (Facilities Director)	June 2022	X	Action as described meets PDE standards.	

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16.6 CIP 01.0000 Agriculture, General – Describe the storage of materials and supplies according to 34 Pa. Code Part I [Department of Labor and Industry] and how safety practices meet state and federal regulations.	Updated Safety Data Sheets will be in all classrooms that use chemicals. Additionally, a hazmat- approved, locked cabinet will be added to the work area of the Agriculture classroom for the purpose of storing hazardous materials and other supplies as appropriate.	Mrs. Jenifer Fleener (Agriculture Teacher) and Mr. Bill Moony (Facilities Director)	June 2022	X	Action as described meets PDE standards.	
23.2 Provide documentation as to which courses meet the requirements of Chapter 4.31d of the Pennsylvania School Code and include content based upon occupational analysis, clearly stated performance objectives deemed critical to successful employment and assessment of student competencies based on performance standards.	The district Comprehensive Plan is currently in a review period; following this review period, the CTE program by CIP code and title will be added to the Educational Community Section.	Superintendent	January 2022	X	Action as described meets PDE standards.	